LMC Renovation Meeting #1 Agenda **MINUTES**

Present: Courtney Walsh, Brian Abend, Kyle Fredericks, Anne Rodzwicz, Robert Marx, Emily Rodd, Elaine Mitchell, Alan Tibbets, Susan McCarthy, Susan Smith, Dave Swanton, and Rebecca Fredericks

1. Thank you for volunteering
2. Outline steps in LMC renovation project
   1. What has already been done

Magazines Area: reconfigured

Back Tables: reconfigured

Books on Tape/CD: Properly cataloged

Analysis of LMC print collection: 91.4% of print collection is greater than 10 years old

Print resources: Approximately 100 scattered resources added in addition to regular purchases

Budget: Approximately $1000 spent on print and AV materials & $700 on periodicals

BHS Website: Designed to include direct access to MBLC databases

Discussion with D. Swanton: Ongoing discussion of 2011 renovation budget proposal

Surveys: Students surveyed to discover why they use LMC and what they think is needed

Visits: group visited Franklin HS; Smith to Stoughton HS

Meeting with Dr. Kurzberg : Dave S

Tech support: student access to catalog reinstalled

* 1. What is planned to do by SJSmith

Reshelve books in reference in order to accommodate emptied bookcases

Recataloging of VHS/DVD collection using proper standards (started)

Continue to discard/move old periodicals

Reorganize “extra” rooms

1. Discussion: Strengths and Needs of present LMC

Strengths: admin support, database access, 28 internet computers, wireless, study carrels, reduced periodical spending, **“has potential”, big, windows**

Needs: update print collection (need for reference books?) , improve tech?, better circulation software, fixing cataloging of AV, assess if SPED needs are being met, survey staff…

**Staff would like a teaching space they could use that has all the technology ready and waiting (LCD, SmartBoard, computers, possible “quiet” space for students to work on computers, SPED needs being addressed with current technology. Discussion on what would be loaded on these computers to not bog down system. Discussion on current computer labs availability and use by school. Discussion of possible library orientation class for freshmen. Discussion of how technology lessons are embedded or not into current curriculum-separated/isolated like “tech class” or integrated into each department.**

**Reference Area: Susan S. came up with list of recommended reference book purchases. List already distributed to directors for comments. Discussion: Purchase reference books at all? Purchase subscription of Encyclopedia Britannica (about $800)? Susan S reminded group that online subscriptions whether paid for by BPS or by state are at the budgetary whims of others. If cuts are made, BHS is limited to print materials still on shelves and whatever else is found online.**

**Members of this group agreed to visit the LMC reference area and evaluate resources in their specific curriculum area to determine what can be eliminated or needs improving. (List of reference books is now posted on clipboard in reference area for teacher comments. If you want the books to remain, put a check mark next to the title.)**

1. Sub Committees: Design, Technology, and Visiting

**Dave S discussed possibility of visiting Milton HS which presently is without a LMS and Weymouth HS. Each visit would last about 2 hours: transportation and site visit. Days and times to be determined.**

design: Elaine, Brian, Emily, Susan M

tech: Kyle, Alan, Matt R

instruction/curriculum: Courtney, Robert, Ann

1. Role of LMS: brief discussion
2. Future meetings: **12/13 and 1/12 in MC17**
3. [www.bhslmcrenovation.wikispaces.com](http://www.bhslmcrenovation.wikispaces.com) Members were invited to join.

**Group will: talk to co-workers about how they could use the LMC, what they would like to have, and how technology LMC research/activities can and should fit into curriculum.**